



## New Mexico Public Education Commission (PEC)

### Governing Body Member Change Notification Instructions

**Purpose:** To notify the Public Education Commission (PEC) of a change in a member or members of the school's Governing Body. The school may report multiple member resignations/removals and designations on the same form.

**Submission Deadline:** Changes to the Governing Body membership do not require prior approval of the PEC; however, notice must be received within 30 calendar days of the change. Vacancies must be filled within 45 days; one 30-day extension may be requested.

Notifications completed 14 days prior to the next PEC meeting will be placed on the next agenda. Notifications of this type are typically placed on the consent agenda; however, any notification may be removed from the consent agenda and moved to the regular agenda for full discussion and possible action by the PEC.

Meeting minutes of the governing board of the school and the PEC will serve as an amendment to, or compliance with, the charter contract regarding this membership change. The documentation will be added to the board of finance documentation on file with CSD.

#### The school must provide:

- Fully completed form
- Approved board minutes or certification of the board's vote accepting the new member
- Resignation Letter or board meeting minutes removing the previous member
- Statement of Governing Body Member to Consult with PED
- Affidavit of Governing Body Member
- Assurances of Governing Body Member

Contact [charter.schools@ped.nm.gov](mailto:charter.schools@ped.nm.gov) with questions about completing or submitting documents.

**Governing Body Member Change Notification Form**

Submit this form and all supporting documents to [charter.schools@ped.nm.gov](mailto:charter.schools@ped.nm.gov)

**The Charter Contract was entered into by and between the New Mexico Public Education Commission (PEC) and Turquoise Trail Charter School, hereafter "the school," effective on 7/1/2020.**

**Current Governing Body Members and Positions:** Sammi Triolo, Board President, Alejandra Rodriguez, Board Treasurer, Ruth Center, Member

**Governing Body Member(s) Resigning or Removed:** Victoria Schweizer, Vice President, Miranda Mascarenas, Member, Matt Pahl, Member.

**New Governing Body Member(s) and Position(s):** Helen Baker, Member; Megan Dorsey, Member; Bruce Jameson, Member; ~~Shannon Lindaker~~, Member; Justin Schroer, Member; Marcos Zubia, Member

**Contact information for New Governing Body Member(s) (phone, email):**

[hbaker@ttschool.org](mailto:hbaker@ttschool.org) ; [mdorsey@ttschool.org](mailto:mdorsey@ttschool.org) ; [bruce.jameson@ttschool.org](mailto:bruce.jameson@ttschool.org) ; ~~[shannon.lindaker@ttschool.org](mailto:shannon.lindaker@ttschool.org)~~ ; [jschroer@ttschool.org](mailto:jschroer@ttschool.org) ; [mzubia@ttschool.org](mailto:mzubia@ttschool.org)

**Is the school requesting an extension to fill a vacancy:**  yes  no

**If so, provide date of vacancy:** [Click or tap here to enter text.](#)

**Number of personnel changes (Head Administrator/Business Manager/Procurement Officer, Governing Board Member), including this change, submitted to PEC in the last 12 months:** 10

**Effective Date:** 1/1/2025

**The school's notification is hereby submitted by:** Stephanie Behning

**Signature of School Representative:**  Stephanie Behning (Feb 4, 2025 09:48 MST) **Date:** 02/04/2025

**Signature of Governing Board Chair:** Sammi Triolo Sammi Triolo (Feb 4, 2025 11:45 MST) **Date:** 02/04/2025

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**For PEC/CSD use only**

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**PEC Meeting Date:**

**Agenda:**  Consent (typical)  Regular (unusual circumstance)

**The school's notification was:**  Accepted  Rejected (provide reason)

**Electronic signature of CSD Director:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# B2-Governing-Body-Member-Change-Notification-9.6.23 - new members 2025

Final Audit Report

2025-02-04

Created:	2025-02-04
By:	Francesca Margaritondo (fmargaritondo@ttschool.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAI0hGmLcTsXQyGT5axhAsuV4-nqqYdQJH


## "B2-Governing-Body-Member-Change-Notification-9.6.23 - new members 2025" History

 Document created by Francesca Margaritondo (fmargaritondo@ttschool.org)

2025-02-04 - 6:18:10 PM GMT- IP address: 63.151.133.234

 Document emailed to striolo@ttschool.org for signature


2025-02-04 - 6:18:41 PM GMT

 Email viewed by striolo@ttschool.org

2025-02-04 - 6:27:25 PM GMT- IP address: 66.249.84.35

 Signer striolo@ttschool.org entered name at signing as Sammi Triolo

2025-02-04 - 6:45:54 PM GMT- IP address: 104.255.19.45

 Document e-signed by Sammi Triolo (striolo@ttschool.org)

Signature Date: 2025-02-04 - 6:45:56 PM GMT - Time Source: server- IP address: 104.255.19.45

 Agreement completed.

2025-02-04 - 6:45:56 PM GMT

**AFFIDAVIT OF GOVERNING BODY MEMBER**

STATE OF NEW MEXICO )  
 )  
COUNTY OF )

I, Megan Dorsey, after being duly sworn, state:


1. My name is Megan Dorsey and I reside in Santa Fe, New Mexico.

2. I am a member of the governing body of the Turquoise Trail Charter School in Santa Fe, New Mexico.

3. I attest that I am currently not a current governing body member of any other charter school authorized in the state of New Mexico.

4. I have never been a governing body member of a charter school that was suspended or failed to receive or maintain their board of finance designation.

5. I understand that as a member of the [insert name of school]'s governing body, I am entrusted with oversight of expenditure of public funds in accordance with all applicable laws, regulations and rules, including but without limitation any laws or rules pertaining to conflicts of interest, public school finance, and procurement.

  
[Signature]

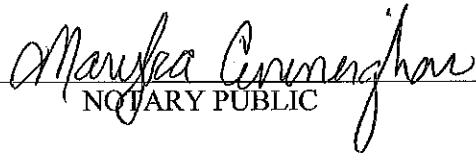
1/25/25  
Date

Megan Dorsey  
[Print]

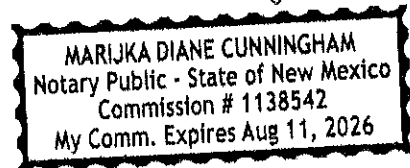
**VERIFICATION**

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 27 day of JANUARY, 2025.

[Notary Seal:]

  
NOTARY PUBLIC

My commission expires: 8/11/2026, 2026 *Marijka Cunningham*



## ASSURANCES

My name is Megan Dorsey and I reside in Santa Fe. I am a member of the governing body for Turquoise Trail Charter School a charter school which is located at 13A San Marcos Loop, Santa Fe NM 87508, I assure that in my capacity as a member of the governing body, the CHARTER SCHOOL complies with all applicable federal and state laws governing the organizational, programmatic, and financial requirements applicable to charter schools, including:

1. The CHARTER SCHOOL'S admission processes are in compliance with Sections 22-2-4(A)-(D) and 22-8B-4.1 NMSA 1978.
2. The CHARTER SCHOOL'S admission process do not discriminate against anyone regarding race, color, age, religion, national origin, ancestry, sex, sexual orientation, gender identity, spousal affiliation, physical or mental disability, or serious medical condition.
3. The CHARTER SCHOOL is a nonsectarian and non-religious public school.
4. Except as otherwise provided in Section 22-12-5(C) NMSA 1978 the Public School Code, the CHARTER SCHOOL does not charge tuition or have admission requirements.
5. The CHARTER SCHOOL complies with all state and federal health and safety requirements applicable to public schools, complies with Sections 22-8B-4.2(A), (C), and (D) NMSA 1978, and must produce an E-Occupancy certificate for all school facilities.
6. The governing body does not and will not contract with a for-profit entity for the management of the CHARTER SCHOOL.
7. The CHARTER SCHOOL complies with all applicable state and federal laws and rules related to identifying and providing special education services.
8. The CHARTER SCHOOL complies with provisions regarding public property identified in the Public School Code, the New Mexico Procurement Code, and the New Mexico Prohibited Sales Act, the Internal Revenue Code, and other applicable federal and state regulations.
9. The CHARTER SCHOOL ensures that criminal background checks are conducted on all employees and applicable reporting is completed in accordance with Section 22-10A-5 NMSA 1978.
10. The CHARTER SCHOOL ensures that it complies with state regulations regarding the use of volunteers set out in Section 6. 50.18 NMAC.
11. The CHARTER SCHOOL complies with the Age Discrimination Act of 1975, Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Individuals with Disabilities Education Act.
12. The CHARTER SCHOOL provides equitable access to and participation in its federally assisted program for students, teachers, and other program beneficiaries with special needs.
13. Meetings of the CHARTER SCHOOL Governing Body comply with the New Mexico Open Meetings Act, Sections 10-15-1 et seq., NMSA 1978 and the Inspection of Public Records Act, Section 14-2-1 et seq., NMSA 1978.

14. The CHARTER SCHOOL complies with all requirements of The Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g; 34 CFR Part 99.
15. The CHARTER SCHOOL has and will adopt all policies and procedures required by the Public School Code, the New Mexico Administrative Code, and the Public Education Commission.
16. The Governing Body or head administrator of the CHARTER SCHOOL recognizes and works with employee labor representatives, if any.
17. The CHARTER SCHOOL has and will develop personnel policies that comply with all applicable federal and state labor laws, regulations and rules implementing them.
18. The CHARTER SCHOOL had and will develop a curriculum that is aligned to the New Mexico State Standards found in Title 6 Chapter 29 of the New Mexico Administrative Code, as amended.

Megan Dorsey

Printed Name

*Megan Dorsey*  
Megan Dorsey (Jan 25, 2025 12:15 MST)

Signature

01/25/2025

Date







# B.2.b-Assurances

Final Audit Report

2025-01-25

Created:	2025-01-10
By:	Francesca Margaritondo (fmargaritondo@ttschool.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAiS7rlhtiKT0Zh2PrIUSsBWPBcQL6SYCK

## "B.2.b-Assurances" History

-  Document created by Francesca Margaritondo (fmargaritondo@ttschool.org)  
2025-01-10 - 3:58:04 PM GMT - IP address: 63.151.133.234
-  Document emailed to mdorsey@ttschool.org for signature  
2025-01-10 - 3:58:28 PM GMT
-  Email viewed by mdorsey@ttschool.org  
2025-01-25 - 7:14:45 PM GMT - IP address: 74.125.215.134
-  Signer mdorsey@ttschool.org entered name at signing as Megan Dorsey  
2025-01-25 - 7:15:45 PM GMT - IP address: 76.26.102.244
-  Document e-signed by Megan Dorsey (mdorsey@ttschool.org)  
Signature Date: 2025-01-25 - 7:15:47 PM GMT - Time Source: server- IP address: 76.26.102.244
-  Agreement completed.  
2025-01-25 - 7:15:47 PM GMT

**AFFIDAVIT OF GOVERNING BODY MEMBER**

STATE OF NEW MEXICO )  
 )  
COUNTY OF )

I, Justin Schroer, after being duly sworn, state:

1. My name is Justin Schroer and I reside in Santa Fe, New Mexico.
2. I am a member of the governing body of the Turquoise Trail Charter School [insert name of school] in Santa Fe, New Mexico.
3. I attest that I am currently not a current governing body member of any other charter school authorized in the state of New Mexico.
4. I have never been a governing body member of a charter school that was suspended or failed to receive or maintain their board of finance designation.
5. I understand that as a member of the [insert name of school]'s governing body, I am entrusted with oversight of expenditure of public funds in accordance with all applicable laws, regulations and rules, including but without limitation any laws or rules pertaining to conflicts of interest, public school finance, and procurement.

[Handwritten Signature]  
[Signature]

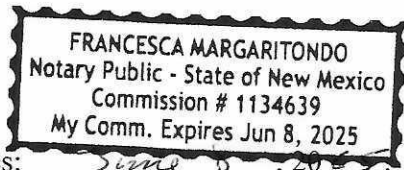
2.4.25  
Date

Justin Schroer  
[Print]

**VERIFICATION**

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 4 day of February, 2025.

[Notary Seal:]



My commission expires: June 8, 2025

[Handwritten Signature]  
NOTARY PUBLIC



## ASSURANCES

My name is Justin Schroer and I reside in Santa Fe, New Mexico. I am a member of the governing body for Turquoise Trail Charter School a charter school


which is located at 13A San Marcos Loop, Santa Fe NM 87508, I assure that in my capacity as a member of the governing body, the CHARTER SCHOOL complies with all applicable federal and state laws governing the organizational, programmatic, and financial requirements applicable to charter schools, including:

1. The CHARTER SCHOOL'S admission processes are in compliance with Sections 22-2-4(A)-(D) and 22-8B-4.1 NMSA 1978.
2. The CHARTER SCHOOL'S admission process do not discriminate against anyone regarding race, color, age, religion, national origin, ancestry, sex, sexual orientation, gender identity, spousal affiliation, physical or mental disability, or serious medical condition.
3. The CHARTER SCHOOL is a nonsectarian and non-religious public school.
4. Except as otherwise provided in Section 22-12-5(C) NMSA 1978 the Public School Code, the CHARTER SCHOOL does not charge tuition or have admission requirements.
5. The CHARTER SCHOOL complies with all state and federal health and safety requirements applicable to public schools, complies with Sections 22-8B-4.2(A), (C), and (D) NMSA 1978, and must produce an E-Occupancy certificate for all school facilities.
6. The governing body does not and will not contract with a for-profit entity for the management of the CHARTER SCHOOL.
7. The CHARTER SCHOOL complies with all applicable state and federal laws and rules related to identifying and providing special education services.
8. The CHARTER SCHOOL complies with provisions regarding public property identified in the Public School Code, the New Mexico Procurement Code, and the New Mexico Prohibited Sales Act, the Internal Revenue Code, and other applicable federal and state regulations.
9. The CHARTER SCHOOL ensures that criminal background checks are conducted on all employees and applicable reporting is completed in accordance with Section 22-10A-5 NMSA 1978.
10. The CHARTER SCHOOL ensures that it complies with state regulations regarding the use of volunteers set out in Section 6. 50.18 NMAC.
11. The CHARTER SCHOOL complies with the Age Discrimination Act of 1975, Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Individuals with Disabilities Education Act.
12. The CHARTER SCHOOL provides equitable access to and participation in its federally assisted program for students, teachers, and other program beneficiaries with special needs.
13. Meetings of the CHARTER SCHOOL Governing Body comply with the New Mexico Open Meetings Act, Sections 10-15-1 et seq., NMSA 1978 and the Inspection of Public Records Act, Section 14-2-1 et seq., NMSA 1978.

14. The CHARTER SCHOOL complies with all requirements of The Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g; 34 CFR Part 99.
15. The CHARTER SCHOOL has and will adopt all policies and procedures required by the Public School Code, the New Mexico Administrative Code, and the Public Education Commission.
16. The Governing Body or head administrator of the CHARTER SCHOOL recognizes and works with employee labor representatives, if any.
17. The CHARTER SCHOOL has and will develop personnel policies that comply with all applicable federal and state labor laws, regulations and rules implementing them.
18. The CHARTER SCHOOL had and will develop a curriculum that is aligned to the New Mexico State Standards found in Title 6 Chapter 29 of the New Mexico Administrative Code, as amended.

**Justin Schroer**

Printed Name

  
Justin Schroer (Jan 24, 2025 05:00 MST)

Signature

01/24/2025

Date







# B.2.b-Assurances

Final Audit Report

2025-01-24

Created:	2025-01-10
By:	Francesca Margaritondo (fmargaritondo@ttschool.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAdNI73ITUXs1AX67UikN50te6O617qtHD

## "B.2.b-Assurances" History

-  Document created by Francesca Margaritondo (fmargaritondo@ttschool.org)  
2025-01-10 - 3:57:03 PM GMT - IP address: 63.151.133.234
-  Document emailed to jschroer@ttschool.org for signature  
2025-01-10 - 3:57:31 PM GMT
-  Email viewed by jschroer@ttschool.org  
2025-01-24 - 5:35:30 AM GMT - IP address: 184.174.5.92
-  Signer jschroer@ttschool.org entered name at signing as Justin Schroer  
2025-01-24 - 12:00:13 PM GMT - IP address: 184.174.5.92
-  Document e-signed by Justin Schroer (jschroer@ttschool.org)  
Signature Date: 2025-01-24 - 12:00:15 PM GMT - Time Source: server- IP address: 184.174.5.92
-  Agreement completed.  
2025-01-24 - 12:00:15 PM GMT

**AFFIDAVIT OF GOVERNING BODY MEMBER**

STATE OF ILLINOIS ~~NEW MEXICO~~

COUNTY OF DePage

I, Helen Baker, after being duly sworn, state:

1. My name is Helen Baker and I reside in Wheaton, IL ~~New Mexico~~.

2. I am a member of the governing body of the [insert name of school] in Turquoise Trail Santa Fe, New Mexico.

3. I attest that I am currently not a current governing body member of any other charter school authorized in the state of New Mexico.

4. I have never been a governing body member of a charter school that was suspended or failed to receive or maintain their board of finance designation.

5. I understand that as a member of the [insert name of school]'s governing body, I am entrusted with oversight of expenditure of public funds in accordance with all applicable laws, regulations and rules, including but without limitation any laws or rules pertaining to conflicts of interest, public school finance, and procurement.

Helen Baker  
[Signature]

1/25/25  
Date

Helen S Baker  
[Print]

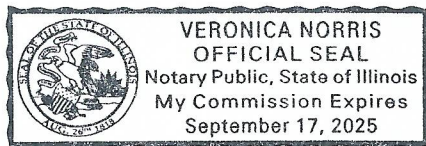
**VERIFICATION**

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 25 day of 01, 2025.

[Notary Seal:]

Veronica Norris  
NOTARY PUBLIC

My commission expires: 09/17, 2025.




# B.2.b-Assurances


Final Audit Report


2025-01-16


Created:	2025-01-10
By:	Francesca Margaritondo (fmargaritondo@ttschool.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAArozhl1kclZCJAAtYGKIitN7vK8ypmde1fQ


## "B.2.b-Assurances" History


 Document created by Francesca Margaritondo (fmargaritondo@ttschool.org)  
2025-01-10 - 3:47:40 PM GMT - IP address: 63.151.133.234

 Document emailed to slindauer@ttschool.org for signature  
2025-01-10 - 3:51:01 PM GMT

 Email viewed by slindauer@ttschool.org  
2025-01-16 - 4:19:08 PM GMT - IP address: 66.249.84.33

 Signer slindauer@ttschool.org entered name at signing as Shannon Lindauer  
2025-01-16 - 4:20:34 PM GMT - IP address: 98.97.118.137

 Document e-signed by Shannon Lindauer (slindauer@ttschool.org)  
Signature Date: 2025-01-16 - 4:20:36 PM GMT - Time Source: server- IP address: 98.97.118.137

 Agreement completed.  
2025-01-16 - 4:20:36 PM GMT

## ASSURANCES

My name is Helen Baker and I reside in Wheaton, IL. I am a member of the governing body for Turquoise Trail Charter School a charter school which is located at 13A San Marcos Loop, Santa Fe NM 87508, I assure that in my capacity as a member of the governing body, the CHARTER SCHOOL complies with all applicable federal and state laws governing the organizational, programmatic, and financial requirements applicable to charter schools, including:

1. The CHARTER SCHOOL'S admission processes are in compliance with Sections 22-2-4(A)-(D) and 22-8B-4.1 NMSA 1978.
2. The CHARTER SCHOOL'S admission process do not discriminate against anyone regarding race, color, age, religion, national origin, ancestry, sex, sexual orientation, gender identity, spousal affiliation, physical or mental disability, or serious medical condition.
3. The CHARTER SCHOOL is a nonsectarian and non-religious public school.
4. Except as otherwise provided in Section 22-12-5(C) NMSA 1978 the Public School Code, the CHARTER SCHOOL does not charge tuition or have admission requirements.
5. The CHARTER SCHOOL complies with all state and federal health and safety requirements applicable to public schools, complies with Sections 22-8B-4.2(A), (C), and (D) NMSA 1978, and must produce an E-Occupancy certificate for all school facilities.
6. The governing body does not and will not contract with a for-profit entity for the management of the CHARTER SCHOOL.
7. The CHARTER SCHOOL complies with all applicable state and federal laws and rules related to identifying and providing special education services.
8. The CHARTER SCHOOL complies with provisions regarding public property identified in the Public School Code, the New Mexico Procurement Code, and the New Mexico Prohibited Sales Act, the Internal Revenue Code, and other applicable federal and state regulations.
9. The CHARTER SCHOOL ensures that criminal background checks are conducted on all employees and applicable reporting is completed in accordance with Section 22-10A-5 NMSA 1978.
10. The CHARTER SCHOOL ensures that it complies with state regulations regarding the use of volunteers set out in Section 6. 50.18 NMAC.
11. The CHARTER SCHOOL complies with the Age Discrimination Act of 1975, Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Individuals with Disabilities Education Act.
12. The CHARTER SCHOOL provides equitable access to and participation in its federally assisted program for students, teachers, and other program beneficiaries with special needs.
13. Meetings of the CHARTER SCHOOL Governing Body comply with the New Mexico Open Meetings Act, Sections 10-15-1 et seq., NMSA 1978 and the Inspection of Public Records Act, Section 14-2-1 et seq., NMSA 1978.

14. The CHARTER SCHOOL complies with all requirements of The Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g; 34 CFR Part 99.
15. The CHARTER SCHOOL has and will adopt all policies and procedures required by the Public School Code, the New Mexico Administrative Code, and the Public Education Commission.
16. The Governing Body or head administrator of the CHARTER SCHOOL recognizes and works with employee labor representatives, if any.
17. The CHARTER SCHOOL has and will develop personnel policies that comply with all applicable federal and state labor laws, regulations and rules implementing them.
18. The CHARTER SCHOOL had and will develop a curriculum that is aligned to the New Mexico State Standards found in Title 6 Chapter 29 of the New Mexico Administrative Code, as amended.

**Helen Baker**

Printed Name

*Helen Baker*

Helen Baker (Jan 13, 2025 18:08 CST)

Signature

01/13/2025

Date







# B.2.b-Assurances

Final Audit Report

2025-01-14

Created:	2025-01-10
By:	Francesca Margaritondo (fmargaritondo@ttschool.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAT4R1i7TE5o74DRjKuz-25qViDxd2mT2y

## "B.2.b-Assurances" History

-  Document created by Francesca Margaritondo (fmargaritondo@ttschool.org)  
2025-01-10 - 3:45:29 PM GMT - IP address: 63.151.133.234
-  Document emailed to hbaker@ttschool.org for signature  
2025-01-10 - 3:46:02 PM GMT
-  Email viewed by hbaker@ttschool.org  
2025-01-14 - 0:06:05 AM GMT - IP address: 74.125.210.133
-  Signer hbaker@ttschool.org entered name at signing as Helen Baker  
2025-01-14 - 0:08:48 AM GMT - IP address: 136.226.53.117
-  Document e-signed by Helen Baker (hbaker@ttschool.org)  
Signature Date: 2025-01-14 - 0:08:50 AM GMT - Time Source: server- IP address: 136.226.53.117
-  Agreement completed.  
2025-01-14 - 0:08:50 AM GMT



**AFFIDAVIT OF GOVERNING BODY MEMBER**

STATE OF NEW MEXICO )

COUNTY OF Santa Fe)

I, Marcos Zubia, after being duly sworn, state:

1. My name is Marcos Zubia and I reside in Santa Fe, New Mexico.

2. I am a member of the governing body of the Turquoise Trail [insert name of school] in Santa Fe, New Mexico.

3. I attest that I am currently not a current governing body member of any other charter school authorized in the state of New Mexico.

4. I have never been a governing body member of a charter school that was suspended or failed to receive or maintain their board of finance designation.

5. I understand that as a member of the [insert name of school]'s governing body, I am entrusted with oversight of expenditure of public funds in accordance with all applicable laws, regulations and rules, including but without limitation any laws or rules pertaining to conflicts of interest, public school finance, and procurement.

[Signature]  
[Signature]

2/5/25  
Date

Marcos Zubia  
[Print]

**VERIFICATION**

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

[Notary Seal:]

\_\_\_\_\_  
NOTARY PUBLIC

My commission expires: \_\_\_\_\_, 20\_\_.

## ASSURANCES


My name is Marcos Zubia and I reside in Santa Fe, NM. I am a member of the governing body for Turquoise Trail Charter School a charter school which is located at 13A San Marcos Loop, Santa Fe NM 87508, I assure that in my capacity as a member of the governing body, the CHARTER SCHOOL complies with all applicable federal and state laws governing the organizational, programmatic, and financial requirements applicable to charter schools, including:

1. The CHARTER SCHOOL'S admission processes are in compliance with Sections 22-2-4(A)-(D) and 22-8B-4.1 NMSA 1978.
2. The CHARTER SCHOOL'S admission process do not discriminate against anyone regarding race, color, age, religion, national origin, ancestry, sex, sexual orientation, gender identity, spousal affiliation, physical or mental disability, or serious medical condition.
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10. The CHARTER SCHOOL ensures that it complies with state regulations regarding the use of volunteers set out in Section 6. 50.18 NMAC.
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13. Meetings of the CHARTER SCHOOL Governing Body comply with the New Mexico Open Meetings Act, Sections 10-15-1 et seq., NMSA 1978 and the Inspection of Public Records Act, Section 14-2-1 et seq., NMSA 1978.

14. The CHARTER SCHOOL complies with all requirements of The Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g; 34 CFR Part 99.
15. The CHARTER SCHOOL has and will adopt all policies and procedures required by the Public School Code, the New Mexico Administrative Code, and the Public Education Commission.
16. The Governing Body or head administrator of the CHARTER SCHOOL recognizes and works with employee labor representatives, if any.
17. The CHARTER SCHOOL has and will develop personnel policies that comply with all applicable federal and state labor laws, regulations and rules implementing them.
18. The CHARTER SCHOOL had and will develop a curriculum that is aligned to the New Mexico State Standards found in Title 6 Chapter 29 of the New Mexico Administrative Code, as amended.

**Marcos Zubia**

Printed Name

  
Marcos Zubia (Jan 24, 2025 21:48 MST)

Signature

01/24/2025

Date

# B.2.b-Assurances

Final Audit Report

2025-01-25

Created:	2025-01-10
By:	Francesca Margaritondo (fmargaritondo@ttschool.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAmduwfHHvGXKHk7zHapQ7KKFxD3eBNFja

## "B.2.b-Assurances" History

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2025-01-25 - 4:48:52 AM GMT - IP address: 104.255.19.40
-  Document e-signed by Marcos Zubia (mzubia@ttschool.org)  
Signature Date: 2025-01-25 - 4:48:54 AM GMT - Time Source: server- IP address: 104.255.19.40
-  Agreement completed.  
2025-01-25 - 4:48:54 AM GMT

**AFFIDAVIT OF GOVERNING BODY MEMBER**

STATE OF NEW MEXICO )  
 )  
COUNTY OF )

I, Bruce Jameson, after being duly sworn, state:

1. My name is Bruce Jameson and I reside in Albuquerque, New Mexico.

2. I am a member of the governing body of the <sup>Turquoise Trail Charter School</sup> [insert name of school] in Santa Fe, New Mexico.

3. I attest that I am currently not a current governing body member of any other charter school authorized in the state of New Mexico.

4. I have never been a governing body member of a charter school that was suspended or failed to receive or maintain their board of finance designation.

5. I understand that as a member of the [insert name of school]'s governing body, I am entrusted with oversight of expenditure of public funds in accordance with all applicable laws, regulations and rules, including but without limitation any laws or rules pertaining to conflicts of interest, public school finance, and procurement.

[Signature]  
[Signature]

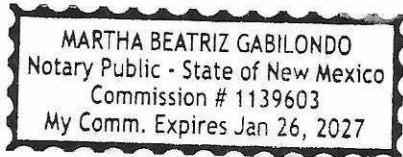
1/23/2025  
Date

Bruce K. Jameson  
[Print]

**VERIFICATION**

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 23 day of January, 2025.

[Notary Seal:]



[Signature]  
NOTARY PUBLIC

My commission expires: Jan 26, 2027.

## ASSURANCES

My name is Bruce Jameson and I reside in Albuquerque, NM. I am a member of the governing body for Turquoise Trail Charter School a charter school which is located at 13A San Marcos Loop, Santa Fe NM 87508, I assure that in my capacity as a member of the governing body, the CHARTER SCHOOL complies with all applicable federal and state laws governing the organizational, programmatic, and financial requirements applicable to charter schools, including:

1. The CHARTER SCHOOL'S admission processes are in compliance with Sections 22-2-4(A)-(D) and 22-8B-4.1 NMSA 1978.
2. The CHARTER SCHOOL'S admission process do not discriminate against anyone regarding race, color, age, religion, national origin, ancestry, sex, sexual orientation, gender identity, spousal affiliation, physical or mental disability, or serious medical condition.
3. The CHARTER SCHOOL is a nonsectarian and non-religious public school.
4. Except as otherwise provided in Section 22-12-5(C) NMSA 1978 the Public School Code, the CHARTER SCHOOL does not charge tuition or have admission requirements.
5. The CHARTER SCHOOL complies with all state and federal health and safety requirements applicable to public schools, complies with Sections 22-8B-4.2(A), (C), and (D) NMSA 1978, and must produce an E-Occupancy certificate for all school facilities.
6. The governing body does not and will not contract with a for-profit entity for the management of the CHARTER SCHOOL.
7. The CHARTER SCHOOL complies with all applicable state and federal laws and rules related to identifying and providing special education services.
8. The CHARTER SCHOOL complies with provisions regarding public property identified in the Public School Code, the New Mexico Procurement Code, and the New Mexico Prohibited Sales Act, the Internal Revenue Code, and other applicable federal and state regulations.
9. The CHARTER SCHOOL ensures that criminal background checks are conducted on all employees and applicable reporting is completed in accordance with Section 22-10A-5 NMSA 1978.
10. The CHARTER SCHOOL ensures that it complies with state regulations regarding the use of volunteers set out in Section 6. 50.18 NMAC.
11. The CHARTER SCHOOL complies with the Age Discrimination Act of 1975, Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Individuals with Disabilities Education Act.
12. The CHARTER SCHOOL provides equitable access to and participation in its federally assisted program for students, teachers, and other program beneficiaries with special needs.
13. Meetings of the CHARTER SCHOOL Governing Body comply with the New Mexico Open Meetings Act, Sections 10-15-1 et seq., NMSA 1978 and the Inspection of Public Records Act, Section 14-2-1 et seq., NMSA 1978.

14. The CHARTER SCHOOL complies with all requirements of The Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g; 34 CFR Part 99.
15. The CHARTER SCHOOL has and will adopt all policies and procedures required by the Public School Code, the New Mexico Administrative Code, and the Public Education Commission.
16. The Governing Body or head administrator of the CHARTER SCHOOL recognizes and works with employee labor representatives, if any.
17. The CHARTER SCHOOL has and will develop personnel policies that comply with all applicable federal and state labor laws, regulations and rules implementing them.
18. The CHARTER SCHOOL had and will develop a curriculum that is aligned to the New Mexico State Standards found in Title 6 Chapter 29 of the New Mexico Administrative Code, as amended.

Brue Jameson

Printed Name

Bruce Jameson

[Bruce Jameson \(Jan 12, 2025 08:37 MST\)](#)

Signature

01/12/2025

Date


# B.2.b-Assurances


Final Audit Report


2025-01-12


Created:	2025-01-10
By:	Francesca Margaritondo (fmargaritondo@ttschool.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAJdpfq8zopKjX39mPrr1I9OAqm3Ly6rln


## "B.2.b-Assurances" History


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2025-01-10 - 3:47:08 PM GMT

 Email viewed by bruce.jameson@ttschool.org  
2025-01-12 - 3:28:20 PM GMT - IP address: 74.125.215.133

 Signer bruce.jameson@ttschool.org entered name at signing as Bruce Jameson  
2025-01-12 - 3:37:20 PM GMT - IP address: 174.56.18.121

 Document e-signed by Bruce Jameson (bruce.jameson@ttschool.org)  
Signature Date: 2025-01-12 - 3:37:22 PM GMT - Time Source: server- IP address: 174.56.18.121

 Agreement completed.  
2025-01-12 - 3:37:22 PM GMT



**STATEMENT OF GOVERNING BODY TO CONSULT WITH PED**

We, the undersigned, make up the governing body of the Turquoise Trail Charter School, located in Santa Fe, New Mexico.



In accordance with 6.80.4.16 NMAC, we agree to consult with the New Mexico Public Education Department on any matter not covered by the manual of accounting and budgeting before taking any action related to funds held as a board of finance.

We make this statement as part of Turquoise Trail Charter School’s application to the Public Education Commission for status as a board of finance under 6.80.4.16 NMAC.

We understand that we must retain or hire a Licensed School Business Manager as soon as financial feasible and, thereafter, notify the New Mexico Public Education Commission within 30 days of hiring and/or changing in a Licensed School Business Manager for the school, and a new, signed “Affidavit of Financial Custodian” must be submitted.

We understand that we must submit an Affidavit of Governing Body Member to the Public Education Commission within 60 days of a change in membership of our governing body.

THE FOLLOWING MEMBERS OF THE TURQUOISE TRAIL CHARTER SCHOOL GIVE THE FOREGOING STATEMENT THIS 27 DAY OF JANUARY 2025.

1. *Sammi Triolo*  
[Sammi Triolo \(Jan 10, 2025 10:25 MST\)](#)  
\_\_\_\_\_  
[signature]  
**Sammi Triolo**  
\_\_\_\_\_  
[print]
2.   
*Alejandra Rodriguez Campia Porras*  
[Alejandra Rodriguez Campia Porras \(Jan 10, 2025 12:15 CST\)](#)  
\_\_\_\_\_  
[signature]  
**Alejandra Rodriguez Campia Porras**  
\_\_\_\_\_  
[print]
3. *M Ruth Center*  
[M Ruth Center \(Jan 23, 2025 22:48 MST\)](#)  
\_\_\_\_\_  
[signature]  
**M Ruth Center**  
\_\_\_\_\_  
[print]
4.   
*Marcos Zubia*  
[Marcos Zubia \(Jan 24, 2025 21:47 MST\)](#)  
\_\_\_\_\_  
[signature]  
**Marcos Zubia**  
\_\_\_\_\_  
[print]
5. *HelenBaker*  
[HelenBaker \(Jan 13, 2025 18:12 CST\)](#)  
\_\_\_\_\_  
[signature]  
**HelenBaker**  
\_\_\_\_\_  
[print]

Attach additional pages if membership exceeds five.

**STATEMENT OF GOVERNING BODY TO CONSULT WITH PED**

We, the undersigned, make up the governing body of the Turquoise Trail Charter School, located in Santa Fe, New Mexico.



In accordance with 6.80.4.16 NMAC, we agree to consult with the New Mexico Public Education Department on any matter not covered by the manual of accounting and budgeting before taking any action related to funds held as a board of finance.

We make this statement as part of [insert name of school]’s application to the Public Education Commission for status as a board of finance under 6.80.4.16 NMAC.

We understand that we must retain or hire a Licensed School Business Manager as soon as financial feasible and, thereafter, notify the New Mexico Public Education Commission within 30 days of hiring and/or changing in a Licensed School Business Manager for the school, and a new, signed “Affidavit of Financial Custodian” must be submitted.

We understand that we must submit an Affidavit of Governing Body Member to the Public Education Commission within 60 days of a change in membership of our governing body.

THE FOLLOWING MEMBERS OF THE TURQUOISE TRAIL CHARTER SCHOOL GIVE THE FOREGOING STATEMENT THIS 27 DAY OF JANUARY 2025.

1. *Megan Dorsey*  
Megan Dorsey (Jan 25, 2025 12:17 MST)  
\_\_\_\_\_  
[signature]  
**Megan Dorsey**  
\_\_\_\_\_  
[print]
2.   
\_\_\_\_\_  
[signature]  
**Shannon M. Lindauer**  
\_\_\_\_\_  
[print]
3. *Bruce Jameson*  
Bruce Jameson (Jan 12, 2025 08:38 MST)  
\_\_\_\_\_  
[signature]  
**Bruce Jameson**  
\_\_\_\_\_  
[print]
4.   
Justin Schroer (Jan 24, 2025 05:08 MST)  
\_\_\_\_\_  
[signature]  
**Justin Schroer**  
\_\_\_\_\_  
[print]
5. \_\_\_\_\_  
[signature]  
\_\_\_\_\_  
[print]

Attach additional pages if membership exceeds five.


# B.2.c-Statement-of-Governing-Body-to-Consult-with-PED


Final Audit Report


2025-01-25


Created:	2025-01-10
By:	Francesca Margaritondo (fmargaritondo@ttschool.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAGT1icYmu2QOINsf969Iwa_0jmxw7V2NE


## "B.2.c-Statement-of-Governing-Body-to-Consult-with-PED" History


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2025-01-10 - 5:25:18 PM GMT- IP address: 104.255.19.45

 Document e-signed by Sammi Triolo (striolo@ttschool.org)

Signature Date: 2025-01-10 - 5:25:20 PM GMT - Time Source: server- IP address: 104.255.19.45

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2025-01-10 - 6:14:14 PM GMT- IP address: 74.125.214.39

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2025-01-10 - 6:15:37 PM GMT- IP address: 12.118.31.30

 Document e-signed by Alejandra Rodriguez Campia Porras (arodriguez@ttschool.org)


Signature Date: 2025-01-10 - 6:15:39 PM GMT - Time Source: server- IP address: 12.118.31.30

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Signature Date: 2025-01-12 - 3:38:45 PM GMT - Time Source: server- IP address: 174.56.18.121

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Signature Date: 2025-01-14 - 0:12:25 AM GMT - Time Source: server- IP address: 136.226.53.106

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2025-01-16 - 4:21:14 PM GMT- IP address: 74.125.214.40

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2025-01-16 - 4:22:08 PM GMT- IP address: 98.97.118.137

 Document e-signed by Shannon M. Lindauer (slindauer@ttschool.org)


Signature Date: 2025-01-16 - 4:22:10 PM GMT - Time Source: server- IP address: 98.97.118.137

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2025-01-24 - 5:35:30 AM GMT- IP address: 184.174.5.92

 Email viewed by rcenter@ttschool.org

2025-01-24 - 5:46:23 AM GMT- IP address: 74.125.214.43

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2025-01-24 - 5:48:19 AM GMT- IP address: 65.19.4.104

 Document e-signed by M Ruth Center (rcenter@ttschool.org)


Signature Date: 2025-01-24 - 5:48:21 AM GMT - Time Source: server- IP address: 65.19.4.104

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Signature Date: 2025-01-25 - 7:17:18 PM GMT - Time Source: server- IP address: 76.26.102.244

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2025-01-25 - 7:17:18 PM GMT

Turquoise Trail Charter School  
Governance Council Meeting Minutes  
December 16<sup>th</sup>, 2024

**Members Present:** Sammi Triolo, Alejandra Rodriguez, Ruth Center, Matt Pahl

**Members Not Present:** Victoria Schweizer, Miranda Mascareñas,

**Also Present:** Stephanie Behning, Evy Lareau, Bruce Jameson, Helen Baker, Megan Dorsey, Gowan Hays, Roberta Cole, Marcos Zubia, Zach Chavez, Rebecca Jones,

**Scribe:** Francesca Margaritondo

- I. **Call to Order – Open Session 5:44pm.** It was determined there was a quorum. Meeting called to order.
  - **Roll Call** – Introductions made.
  - **\*VOTE** - Approval of Agenda: Motion made by Alejandra Rodriguez to approve the agenda as presented and seconded by Ruth Center. Roll Call Vote: Alejandra Rodriguez – Aye, Matt Pahl – Aye, Ruth Center – Aye, the Chair, Sammi Triolo – Aye. Passed 4 – 0.
  - **\*VOTE** – Approval of November (11/18/24) Business Meeting Minutes: Motion made by Ruth Center to approve the minutes as presented and seconded by Matt Pahl. Roll Call Vote: Alejandra Rodriguez – Aye, Matt Pahl – Aye, Ruth Center – Aye, the Chair, Sammi Triolo – Aye. Passed 4 – 0.
- II. **\*VOTE** – Consent Agenda:

Alejandra Rodriguez explains the consent agenda to the board. Finance Committee recommends a do pass. Motion made by Ruth Center to approve the consent agenda as presented and seconded by Matt Pahl. Roll Call Vote: Alejandra Rodriguez – Aye, Matt Pahl – Aye, Ruth Center – Aye, the Chair, Sammi Triolo – Aye. Passed 4 – 0.
- III. Public Forum: None
- IV. **Updates/Presentations of Reports**
  - Business Office: Stipends are going out this month and getting lined up. Mid-year review of expenditures, the quote has changed since the last review.
  - Principals/Staff Representative(s): Stephanie Behning gives the principal’s report – spirit week this week, January assemblies coming up as well as a winter movie night. Working on a kindness project

that will combine students from all grades and bring in math components. This idea was learned at a PD Mary Ellen went to. We are also doing the Heart Challenge again this year. The Winter Concert is on Thursday evening. The girls' basketball just ended and the boys are just starting. AVANT testing has just finished for 3 – 8, IMMSA testing and iStation is continuing. We will have a week of DOMs that are focused on creativity and student lead tactile projects.

- Head Administrator: The Charter Renewal was last week and we are renewed for the next 5 years. We have one condition, which was already outlined in our progress report that we wrote for the PEC. This is why we got the condition, we had already written out our plan. Next is the negotiation of the contract with the Public Education Commission (PEC). The negotiations start March 11<sup>th</sup>. Stephanie thanks the Administration for the support. Our kitchen team brought in Pozole for the commissioners in an authentic school lunch setting. Michelle Windham and Lisa Gomez brought their kindergarten class for a “Broadway performance”. Evy Lareau was also crucial to creating a video to present which ran long, but the PEC wanted to see the whole thing. Zach Chavez and Viviana Ortega did a ton of work to coordinate this event and ensured it was a great success. The next 5 years should be incredibly successful. We learned that there is another school with a similar model to ours, so we are going to visit that school to see what they do, and to learn from them if we can. Safety – Active Shooter Training coming up. This is in addition to the safety training at the beginning of the year. The Middle of Year testing has shown growth in Math in 7<sup>th</sup> and 8<sup>th</sup> grade. Presentation on all of the testing in January. We are also bringing in more tutoring in January as well as a peer tutoring program for MS to tutor ES students. Attendance – we have a new counselor who is working with us on attendance. Working on continuing to improve attendance and she will work with families on how we can support them with attendance. We have seen tardies go down significantly.

Winter Concert – December 19<sup>th</sup>

Lottery opens January 7<sup>th</sup>

8<sup>th</sup> Grade on January 16<sup>th</sup>

Winterfest (which includes the Equity Council) will be in January

- Committees and Councils (as needed)
  - Recruitment: Sammi Triolo congratulates the committee for doing an amazing job bringing in new members.
  - Equity Council: Zach Chavez – the chair woman and Zach talked about the town hall to get a better idea of what the school needs. Child care and getting people into the building are a challenge which is why it is being tied to the WinterFest. Also, the Movie Night is for the same reason. Parents can drop off students to watch the movie and can interact with the Equity council. The meeting is on January 23<sup>rd</sup>. Zach invites everyone to join. The meetings are in person.
  - Strategic Planning/Expansion: None
  - GC Executive Committee: Another kudos to getting the charter renewal. Please hold the date for the mid-year meeting on January 26<sup>th</sup>.

V. **\*VOTE** – Quote 12592 – Playground Canopy: Motion made by Alejandra Rodriguez to approve the quote as presented and seconded by Ruth Center. Roll Call Vote: Alejandra Rodriguez – Aye, Matt Pahl – Aye, Ruth Center – Aye, the Chair, Sammi Triolo – Aye. Passed 4 – 0.

VI. **\*VOTE** – HA Stipend: Motion made by Alejandra Rodriguez to approve the stipend as presented and seconded by Ruth Center. Roll Call Vote: Alejandra Rodriguez – Aye, Matt Pahl – Aye, Ruth Center – Aye, the Chair, Sammi Triolo – Aye. Passed 4 – 0.

VII. Governance Council new Term Jan 2025 – December 2026

- Acknowledge GC Members Completing Terms
- Introduce and Swear-in GC Members Present Starting New Term

Council members stepping down are acknowledged and thanked individually. New board members are introduced and sworn in.

VIII. **\*VOTE** – Voting Council Members Beginning January 2025

- Helen Baker
- Ruth Center
- Megan Dorsey
- Bruce Jameson
- Shannon Lindauer
- Alejandra Rodriguez Campia Porras



- Justin Schroer
- Sammi Triolo
- Marcos Zubia

Motion made by Alejandra Rodriguez to approve the new members and seconded by Ruth Center. Roll Call Vote: Alejandra Rodriguez – Aye, Matt Pahl – Aye, Ruth Center – Aye, the Chair, Sammi Triolo – Aye. Passed 4 – 0.

- IX. **\*Adjournment of Business Meeting:** Motion made by Alejandra Rodriguez and seconded by Ruth Center to adjourn the business meeting. Roll Call Vote: Alejandra Rodriguez – Aye, Matt Pahl – Aye, Ruth Center – Aye, the Chair, Sammi Triolo – Aye. Passed 4 – 0. Meeting Adjourned at 6:38pm.

**Google Meet joining info**

Video call link: <https://meet.google.com/xac-aayn-yro>

Or dial: (US) +1 929-299-3438 PIN: 572 301 237#

More phone numbers: <https://tel.meet/xac-aayn-yro?pin=4020167769628>

**Livestream link**

<https://stream.meet.google.com/stream/e8a87198-e242-4876-82c1-bd8b2c9a83c8>